# EPSON® EXPRESSION™ 636

*Color Scanner*

COMPLETE
Windows
SOLUTION

# Easy Setup Guide

Printed on recycled paper with at least 10% post-consumer content

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# Introduction

This package contains everything you need for professional quality color scanning.

***Note:***
*Different combinations of software and equipment are packaged with the EPSON® Expression™ 636. Some of the items listed may not have been included with your scanner.*

- ❏ The EPSON Expression 636, a true 600-dpi full-color flatbed image scanner, which scans a letter or A4 size scanning area in full color (36 bit internal, 24 bit external) or grayscale monochrome (8 bit)

- ❏ SCSI interface board for your IBM® compatible computer, and SCSI software (use with Microsoft® Windows® 3.1 only; for Windows 95 or Windows NT,™ use the SCSI drivers supplied with your operating system instead)

- ❏ SCSI interface cable

- ❏ Transparency unit (Professional package only)

- ❏ EPSON Scanning Utilities, which let you capture scanned images, export the images in a variety of formats, calibrate your scanner, and use the scanner's advanced features with software programs that support the industry standard TWAIN interface.

  The Scanning Utilities include two integrated programs:

  - ❏ EPSON Scan! II32 and EPSON TWAIN32 (for 32-bit scanning with Microsoft Windows 95 or Windows NT)

  - ❏ EPSON Scan! II and EPSON TWAIN (for 16-bit scanning with Windows 3.1)

- ❏ Adobe® Photoshop™ or Adobe Photoshop LE, a powerful image-editing program that lets you merge and edit color images, retouch photographs, or create new artwork

- ❏ Kai's Power Tools,™ a Photoshop plug-in for editing images and creating special effects

- ❏ Xerox® Imaging Systems TextBridge,™ an optical character recognition (OCR) program that converts hard copy into formatted text

- ❏ NewSoft Presto! PageManager™ LE, an OCR and document management program

- ❏ Claris™ Home Page,™ for creating your own pages on the World Wide Web using your scanned images and any other text or graphics you want to add.

***Note:***
*Some software is available for Windows 95 only.*

This booklet tells you how to set up your scanner and install the software. It also includes general scanning instructions. If you need more detailed information after you begin scanning, consult the user's guides for the EPSON Expression 636, EPSON Scanning Utilities, and the individual software applications.

## System and Memory Requirements

- ❏ DOS 5.0 or higher

- ❏ Microsoft Windows 95, Windows 3.1x, Windows for Workgroups 3.1x, or Windows NT 3.5x or higher

  ***Note:***
  *To use 32-bit scanning features, your system must be running Windows 95 or Windows NT.*

- ❏ A 486-based (or higher) IBM compatible computer or an IBM PS/2®

- ❏ CD-ROM drive (some software is provided on CD-ROM; if you need diskettes, contact the software manufacturer)

- ❏ An Adaptec® SCSI adapter or a bidirectional parallel interface (either the standard bidirectional parallel interface or a PS/2 standard printer port)

  ***Note:***
  - ❏ *EPSON supports some Adaptec-compatible SCSI adapters.*

  - ❏ *If you do not have Windows 95 or Windows NT and you are using an Adaptec SCSI adapter, you need to install the Adaptec EZ-SCSI software, as described in your Adaptec documentation.*

- ❏ A Video Graphics Array (VGA) or other Windows compatible display adapter card or built-in interface supporting at least 16 colors for simple color scanning. To adequately view an average-complexity color scan, the card or interface must support 256 colors, while high-quality, realistic color scans require a card supporting 16 million colors.

- ❏ A color monitor compatible with the card or interface you are using.

  ***Note:***
  *The quality of color or tone reproduction depends on the display capability of your computer system, including the video controller, monitor, and software.*

- ❏ At least 50MB of free hard disk space (more may be required, depending on your application and images)

- ❏ At least 8MB of available RAM (more may be required, depending on your application and images).

## Before You Begin

Be sure to read the safety instructions and guidelines for choosing a place for your scanner in your *Expression 636 User's Guide*.

## Setting Up the Scanner

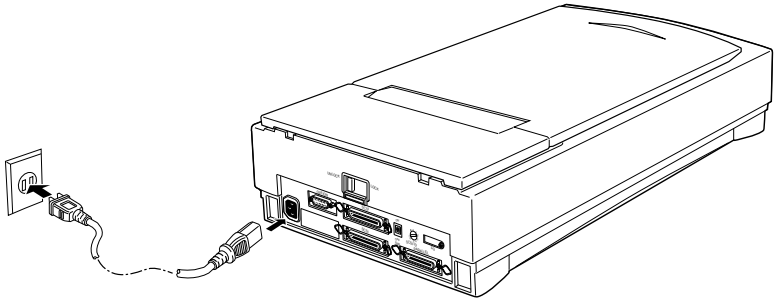
1. Take the scanner out of the box and remove all packing materials.

2. Place the scanner on a flat, stable surface with the scanner's rear panel facing you.

3. Release the transportation lock lever by sliding it to the UNLOCK position.

4. Connect the power cable to the power inlet on the back of the scanner and plug the other end into a properly grounded outlet as shown below.

***Caution:***
*There are several versions of this scanner designed for different voltages, and it is not possible to change the scanner's voltage. If the label on the back of the scanner does not show the correct voltage for your country, contact your dealer.*



5. If any of the scanner's lights come on, press the OPERATE button to turn off the scanner.

***Caution:***
*Whenever you turn off the scanner, wait at least 10 seconds before turning it back on. Rapidly turning the scanner on and off may damage it.*

## Connecting the Scanner to Your Computer

Your scanner has both a bidirectional parallel interface and a SCSI interface. Cables can be connected to both interfaces at the same time, and the scanner automatically switches to the appropriate interface.

***Note:***

- ❏ *This guide contains instructions for using the SCSI interface. If you are using the bidirectional interface, see your* Expression 636 User's Guide.

- ❏ *If you are already using the SCSI port on your computer for another SCSI device, such as an external hard disk, you need a SCSI cable with a 50-pin connector on one end and a connector to match your other SCSI device on the other end. You can then connect the scanner to your other SCSI device, following the instructions in your* Expression 636 User's Guide.

Follow the instructions in this section to connect the scanner directly to the SCSI port on your computer using the SCSI interface and cable included with the scanner. The SCSI ID is already set to 2 and the SCSI terminator is on.

***Caution:***
*Make sure that the scanner, the computer, and any other SCSI devices are turned off and unplugged from the power source.*

1. Install the SCSI board in your computer, if necessary. Follow the instructions that came with your SCSI board.

2. Connect the 50-pin end of the cable to either the top or bottom SCSI connector of the scanner; then squeeze the wire clips together until they lock in place on both sides.

3. Plug the 25-pin connector into the SCSI port on your computer. Tighten the two screws on the sides of the connector.

4. Plug in the power cables of your computer, scanner, and other external SCSI devices.

5. Turn on your scanner, then your computer. (Always turn the scanner on before the computer.)

***Note:***
*If you are using Windows 3.1, you need to install the SCSI software included with your SCSI adapter. See your SCSI adapter documentation for instructions.*

## Installing the Scanner Software

Now that you have connected the scanner to your computer, the next thing to do is install your scanner software. Instructions for installing all of the software included with your scanner are in this section. You do not need to install all the software, but you do need to install the EPSON Scanning Utilities.

***Note:***

- ❏ *Different combinations of software are packaged with the EPSON Expression 636. Some of the software listed may not have been included with your scanner.*

- ❏ *Some software is available for Windows 95 only.*

For the software that comes on diskettes, it is a good idea to make backup copies before you install it.

Remember to register your software with the manufacturer.

## *Installing the EPSON Scanning Utilities*

The installer program automatically detects your operating system and installs 32-bit or 16-bit files as necessary.

***Note:***
*For Windows NT 4.x, follow the Windows 95 instructions.*
*For Windows NT 3.5x or Windows for Workgroups, follow the Windows 3.1 instructions.*

1. Start Windows 95 or Windows 3.1.

***Note for Windows 95 SCSI users:***
*After you connect your scanner to your computer, you see the screen below when you install or start Windows 95, or when you select the* Add New Hardware *in the Control Panel.*

*Choose* Do not install a driver *and click* OK. *You do not need to install EZ-SCSI, even if you are using an Adaptec SCSI card.*

*If you do not see this screen, make sure your SCSI adapter is set up correctly. See your SCSI adapter documentation.*

2. Insert the EPSON Scan! II program diskette 1 in a diskette drive.

3. From Windows 95, click Start and then Run.

   From the Windows 3.1 Program Manager, open the File menu and select Run.

4. Type A:\SETUP (or B:\SETUP if you inserted the diskette in drive B) and click OK. After a few moments, you see the initial setup screen.

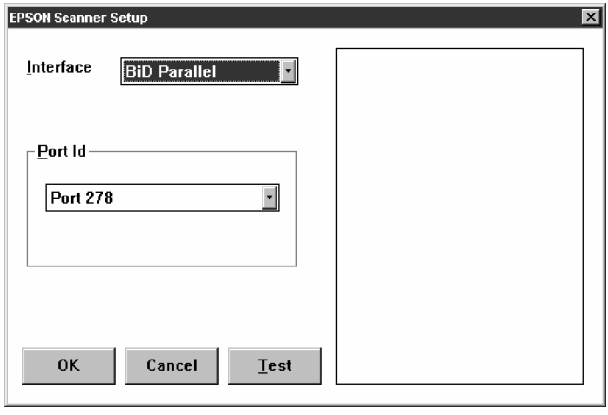
5. Click OK to continue. A dialog box displays the path in which the installer software will install the EPSON Scan! II program. The default path is C:\EPSCAN32 for Windows 95 or C:\EPSCAN2 for Windows 3.1.

6. Click OK to accept the default pathname, or enter a new path and click OK.

7. The next dialog box displays the path in which the installer software will install the EPSON TWAIN program. The default path is C:\WINDOWS. Click OK to accept the default pathname, or enter a new path and click OK.

8. The installer software copies the Scanning Utilities to your hard disk drive and prompts you for diskette 2 when necessary.

9. After a few moments, you see the EPSON Scanner Setup dialog box.




From the Interface pull-down menu, choose SCSI.

10. If necessary, select the port ID of the interface board from the Port ID pull-down menu. Normally, you do not need to change the default port ID setting. Because the scanner is connected to a SCSI interface, the port ID is selected automatically.

***Note:***
*If you selected SCSI from the Interface menu and no SCSI ID number appears, make sure no other SCSI device has the same ID number as the scanner.*

11. Click OK to close the EPSON Scanner Setup dialog box.

12. Remove the EPSON Scan! II program diskette from the drive.

13. If you are using Windows 3.1, exit Windows and then restart it.

The installer creates an EPSON Scanner program group or folder in Windows.

***Note:***
*When you are using the EPSON Utilities, the top line of the screen identifies whether you are using EPSON Scan! II or EPSON TWAIN.*

Before you can acquire an image from within your application for the first time, you need to select EPSON Scanners as your TWAIN data source; see your software documentation for instructions.

## Installing Adobe Photoshop

Adobe Photoshop is an image-editing program for editing color images and photographs, and for creating new artwork.

1. Insert the Adobe Photoshop CD-ROM into your CD-ROM drive.

2. From Windows 95, click Start and then Run.

   From the Windows 3.1 Program Manager, open the File menu and select Run.

3. In the dialog box, type D:\PHOTOSHP\DISK1\SETUP, where D is your CD-ROM drive letter, and click OK.

   By default, the Installer does a Typical installation and installs the entire program. If you are low on disk space, you may want to do a Compact or Custom installation to specify that only certain software components be installed.

4. Follow the instructions on screen to complete the installation.

5. Remove your CD-ROM.

***Note:***
*The first time you run Photoshop after installing it, you must enter the serial number of the Photoshop program. You can find it on the Photoshop registration card, inside the Photoshop manual.*

## Installing Kai's Power Tools

You can use the special effects in Kai's Power Tools (KPT) to modify the images you've scanned into Adobe Photoshop.

***Note:***
*The version of KPT included with your scanner is for Windows 95.*

1. Insert the Kai's Power Tools CD-ROM into your CD-ROM drive.

2. Click Start and then Run.

3. In the dialog box that appears, type D:\INSTALL\SETUP, where D is your CD-ROM drive letter, and click OK.

4. Follow the instructions on screen to complete the installation.

5. Remove your CD-ROM.

The KPT filters are accessible from the Photoshop submenus.

## Installing NewSoft Presto! PageManager

PageManager is a scanning utility that helps you store and organize your scanned documents.

Follow these steps to install PageManager:

1. Insert PageManger Disk 1 in a diskette drive.
2. From Windows 95, click Start and then Run.

   From the Windows 3.1 Program Manager, open the File menu and select Run.
3. Type A:\SETUP (or B:\SETUP if you used drive B) in the Command Line box and click OK.
4. Follow the instructions on screen.
5. Remove your diskette.

## Installing Claris Home Page

Claris Home Page allows you to create your own home page for the World Wide Web.

***Note:***

- ❏ *To scan in pictures, you must use a scanning application or utility, for example, EPSON Scan! II. You can then import the pictures into Claris Home Page.*
- ❏ *The version of Claris Home Page included with your scanner is for Windows 95.*

1. Click Start and then Settings.
2. Click Control Panel.
3. Double-click Add/Remove Programs.
4. Click Install.

5. Insert Disk 1 in a diskette drive when prompted.

6. Click Next. The Installer program finds the setup file (SETUP.EXE).

7. Click Finish.

8. Follow the instructions on screen to complete the installation.

9. Remove your diskette.

## *Installing TextBridge*

TextBridge is an OCR and document management program.

1. Insert the TextBridge CD-ROM into your CD-ROM drive.

2. From Windows 95, click Start and then Run.

   From the Windows 3.1 Program Manager, open the File menu and select Run.

3. Type A:\SETUP (or B:\SETUP) in the Command Line box and click OK. After a few moments, you see the initial setup screen. Click Continue.

4. When prompted to accept the default path for the TextBridge software, click Continue.

5. At the next screen, select one or more language packs and click Continue.

6. Follow the instructions on the screen to complete the installation.

7. When you see a message telling you that the installation is complete, click OK.

8. Remove your CD-ROM.

## Things to Keep in Mind

Several factors affect how closely your scanned image reflects the original, especially when you print the images on paper.

### Calibration

Calibration allows you to match your scanner and your output device so you can reproduce color images that are very close to the originals.

Because monitors use a different method to display color images than printers use to print them, images look different on the screen and in print displayed and when they are printed. Also, each output device may produce different printed results. For example, an image printed on an electronic color printer looks dramatically different when printed on a printing press. If the colors don't look right, you may need to calibrate your system. See your *EPSON Scanning Utilities User's Guide* for instructions.

### Resolution

To select the best resolution for scanning an image, you must consider three factors:

- ❏ Type of image you are scanning
- ❏ Final output device type
- ❏ Acceptable file size.

You'll select different resolutions for scanning line drawings and halftones from the ones you select for scanning photographs.

The final output device is the device on which you plan to ultimately print the image. This may be a printer connected to your computer or a commercial printing press.

In addition, the file size of the scanned image may determine the resolution you select. The file size may be very large for high resolution scans, taking up valuable disk space and causing longer processing and printing time. Generally, the higher the resolution you choose, the larger the file.

Note that a very high resolution scan may not produce a better-quality printed image because your output device may not recognize the high resolution information stored in the file. There is no point in scanning at a higher resolution than your output device can support. To keep file sizes manageable, select the lowest resolution that provides acceptable quality on your output device.

You can change resolutions using EPSON TWAIN by choosing the Destination button on the advanced screen. In the Destination dialog box, select the box beneath the resolution type you want to change (Drawing/Halftone or Photo); then choose the resolution for that type from the pull-down menu.

Now that you know the basics, you're ready to begin scanning. For additional information, see the manuals for your scanner, the scanning utilities, and your software.

## Scanning Images

Now you're ready to start scanning. First, choose an image to scan. The best choice is a color photograph. Printed pictures, such as those in magazines, do not scan as well as photographs because of the dot patterns used in the printing process.

When selecting an image or text to scan, respect the rights of the copyright holders. Don't scan published materials without first checking the copyright status.

Before you can scan an image, you need to select the scanner as the acquire device. You only need to do this the first time you set up your application or if you change the acquire device.

Here are some general scanning instructions; the steps may be slightly different depending on your software application.

1. Turn on your scanner by pressing the OPERATE button.

2. Turn on your computer and make sure that the scanner's READY light is on.

3. Raise the document cover on the scanner and place the image face down on the glass surface.

4. Carefully close the document cover so that you do not disturb the position of the photograph on the glass.

5. Open your application.

6. Choose Acquire in the File menu; then choose TWAIN (for Windows 3.1) or TWAIN32 (for Windows 95) You see the EPSON TWAIN dialog box.

7. Select your document source, if necessary.

8. Select the image type appropriate for your scan. If you are scanning a color photograph, select Color Photo.

9. Select your destination, if necessary.

10. Some applications have a preview option. This option is helpful when you want to preview or modify the area to be scanned.

To change the selected image area, move the pointer to the edge of the selected area; then hold down the mouse button and drag the edge of the rectangle to a new location.

11. Select Scan (or Acquire in some applications). In a few moments, the scanned image is imported into your application.

12. If you want, you can now edit the picture using the features of your application.

Once you have scanned images and text, you can put them together in reports, newsletters, brochures, presentations, or a myriad of formats. The possibilities are endless.

## *Where to Get Help*

Most of the software included with your scanner contains online help. If you can't find the answer there, check your software documentation or contact the software manufacturer. Technical support options for each manufacturer are given in the following tables:

| Type of Support | Adobe Photoshop | Claris Home Page | EPSON Scan! II and Twain |
|---|---|---|---|
| **Telephone** | (206) 628-3956 | (408)727-9004 | (800) 922-8911 |
| **Fax** | | | |
| **Fax Back** | (206) 628-5737 | (800) 800-8954 | (800) 442-2110 |
| **BBS** | (206) 623-6984 | (800) 987-7421 | (800) 442-2007 |
| **CompuServe®** | | GO CLARIS | GO EPSON |
| **America Online®** | | | |
| **World Wide Web** | www.adobe.com | www.claris.com | www.epson.com |
| **E-mail** | | | |
| **FTP site** | | ftp.claris.com | ftp.epson.com |

| Type of Support | Kai's Power Tools | NewSoft Presto! PageManager | Xerox Textbridge Pro |
|---|---|---|---|
| **Telephone** | (805) 566-6206 | (510) 661-4319 | (800) 248-6550 |
| **Fax** | | (510) 252-0536 | |
| **Fax Back** | | | |
| **BBS** | | (510) 252-0271 | |
| **CompuServe** | GO KPTSupport | | Go TextBridge |
| **America Online** | KPT | | |
| **World Wide Web** | www.metatools.com | www.tophat.com | www.xerox.com |
| **E-mail** | KPTsupport@aol.com | | |
| **FTP site** | | | |